



Faculty Senate  
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## MEMORANDUM

TO: Unit Code Administrator

FROM: Mark Taggart, Chair of the Faculty *Mark Taggart*

DATE: November 20, 2006

SUBJECT: Review of Peer Review Procedures and Instrument(s)

Peer review continues to be a part of our current faculty evaluation process. The 2005 revised Peer Review Instrument includes Distance Education Peer Review (attached) to aid those faculty teaching DE courses. As stated in the original 1993 Peer Review Procedures (attached) academic units have the option of selecting other instruments and procedures to conduct peer review, once approved by the appropriate vice chancellor. Both of these documents are available online at <http://www.ecu.edu/cs-acad/facdev/peer.cfm>.

Also stated in the 1993 resolution is a caveat that the Chancellor appoint a committee to conduct a three year validation study on the original peer review instrument. I have asked members of the Academic Standards Committee to undertake this three year validation study and report preliminary information to the Faculty Senate in April 2007. The results of the three year study may necessitate additions and/or deletions in the procedures and/or instrument being used.

In preparation, and as a follow up to the Administrator/Personnel Committee Workshop held earlier this semester, I am writing to ask that you review the attached Peer Review Procedures and Instrument and, if your unit has sought one, your unit's approved Modified Peer Review Instrument (attached) and let Dorothy Muller, Co-Director of the Center for Faculty Excellence know if either or both of these documents are currently being used in your unit. Please also let Dr. Muller know the number of peer reviews documented this year in the Personnel Action Dossiers compiled.

The Academic Standards Committee, chaired by Linda Wolfe, will begin its work on this important issue in early Spring 2007. Please do not hesitate to contact me at 328-6537 or Professor Wolfe at 328-9453 if you have questions about this request.

Thank you.

attachments  
1993 Peer Review Procedures and 2005 Revised Peer Review Instrument  
Approved Modified Peer Review Instrument (if on file)

c: Members of the Academic Standards Committee  
Jim Smith, Provost and Vice Chancellor for Academic Affairs  
Phyllis Horns, Interim Vice Chancellor for Health Sciences  
Dot Clayton, Co-director of the Center for Faculty Excellence  
Dorothy Muller, Co-director of the Center for Faculty Excellence



Department of Psychology  
College of Arts  
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## MEMORANDUM

**Date:** December 7, 1995

**To:** Tinsley Yarborough  
Acting Vice Chancellor for Academic Affairs

**From:** Marsha Ironsmith, Chair *emi*  
Faculty Evaluation and Development Committee  
Psychology Department

The Psychology Department would like to request a variance from the Peer Review Procedures outlined in Faculty Senate Resolution #93-44. That document specifies that the minimum observation cycle shall be in the faculty members first and fourth year. We would like to conduct these observations in the first and third year contingent on your approval. Thank you for your assistance.

*Approved -  
Tinsley E. Yarborough  
12-12-95*

Dept of Psychology

Faculty Senate Instrument